



DEPARTMENT OF NATURAL RESOURCES

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To: Recipient of Notice of Alleged Violation
From: Peter J. Gowen, Acting Hearings Manager
Re: Instructions for Simple Answer to NOAV
Date: November 10, 2011

Attached please find a model form for a responsive pleading to a Notice of Alleged Violation (NOAV) issued by the Colorado Oil & Gas Conservation Commission (Commission). An Answer to NOAV must be filed with the Commission Hearings Manager within 20 days of the receipt of the NOAV. Failure to do so could result in the entry of an Order finding Violation by the Commission by default.

If you would like a MSWord version of this form, please send an email request to: Peter.Gowen@state.co.us and specify "Model Simple Answer to NOAV" in the subject line of the message.

The attached form is only suggested. You may create your own Answer to NOAV if you like. However, your pleading must be verified under oath and the signature witnessed by a notary, if signed by a non-attorney representative of the operator. If signed by an attorney, the pleading is to be signed pursuant to Rule 11, Colorado Rules of Civil Procedure. Unsigned pleadings will be rejected.

Hard copy originals should be sent to the following:

Peter J. Gowen, Acting Hearings Manager
Colorado Oil & Gas Conservation Commission
1120 Lincoln Street, Suite 801
Denver, Colorado 80203

Electronic documents that include appropriate signatures may be submitted by email to the following address: Peter.Gowen@state.co.us .

Questions concerning the processing of the NOAV may be directed to the Commission Hearings Manager using above stated contact information.

Thank you for your cooperation.